

LAN Building Meeting
Thursday, December 19, 2002
Room 210
9:00 a.m.

Present

Rick Birrell	Division of Mental and Substance Abuse
Ana Chidester	Office of Human Resources
Jody Talbot	Executive Director's Office
Les Roberts	Office of Fiscal Operations
Steve Wrigley	Division of Services for People with Disabilities
Ray Winger	Office of Services Review
Jeff Wells	Division of Youth Corrections

Welcome

Pete welcomed everyone to the meeting.

Review of Minutes

Pete asked those who were present if there were any changes to the meeting minutes for November. There were no changes and the minutes were accepted as written.

Action Items

1. Stats on Web Page: Pete has finished these and a spot has been prepared on the web for them. He will be sending the link to ITS to include on their web page. Pete passed out a copy of what the stats will be looking like. A request was made to define what ACD means. Some would also like to see the showing trends over time from one quarter to the next or compared to last year.

If you have any suggestions on what needs to be added or deleted please contact Pete.

2. Approval of Training Icon on Desktop. OT is trying to put a training/helps and tips link on the web page. This could be accessed by placing an icon on your desktop. They would like to generate the icon at the first of each month that can be deleted if it is not wanted on the desktop. An email will go out within a week and the icon will be generated and on desktops by the first part of January.

New Building Business

SAFE

Current status and version – 2.4. There may be an update before the end of December. No date has been set.

Maintenance Day

There will be a maintenance day Saturday, December 21, 2002. This will be to update firewall rules. From 3:00 p.m. to 6:00 p.m., the access going in and out of this building will be unavailable. The server in the building will be up and running. If you are in the building and logging into this server you will not have a problem. You will however not be able to access the

Web, SAFE, etc.

Internet Explorer Update

There has been an email sent out to everyone that the Office of Technology will be updating the Internet Explorer on December 23, 2002. Please remind all staff in your office to not interrupt the updating process. Let it run. As of right now, Netscape will stay and not be taken away. There are those in some agencies that are still using it and need to have it. Les Roberts will look into finance still needing it.

Agency moves, projects, purchases, issues, etc.

The new Division of Substance Abuse and Mental Health will be trading some of their existing spaces. Moving some of those on the second floor to the forth and vise versa.

The Division of Services for People with Disabilities and Office of Services Review will be removing some PC's from the device charges.

Adjourn

Meeting was adjourned at 9:35 a.m.

The next meeting is scheduled for Thursday, January 16, 2002 at 9:00 a.m. in room 210.